Meeting Summary

Citizen Advisory Committee – Comprehensive Plan Update
October 22, 2015 - 4:00 p.m. – 6:00 p.m.
Hillsboro Civic Center - Room 113B
150 E. Main Street
Hillsboro, OR 97123

Members Present
Mica Annis, Steve Callaway, Marc Cardinaux, Katie Eyre, Glenn Miller, Tricia Mortell, Daniel Nguyen, Ahne Oosterhof, Gwynne Pitts, Bryan Welsh

Members Excused
Aron Carleson, Wil Fuentes, John Godsey, Bonnie Kooken, Ken Phelan

Staff Present
Nick Baker, Colin Cooper, Debbie Raber, Aaron Ray, Laura Weigel

Welcome and Introductions

The meeting was opened with introductions of the committee.

The meeting packet will be distributed the Friday before each meeting. Each member has their own binder to hold all information. At each meeting, the printed packet will be provided, so that it can be inserted into the committee members' binders.

Minutes – September 24, 2015

The minutes from the September 24, 2015 meeting were approved with the addition of those members who were excused from the meeting and a correction to the spelling of Aron Carleson's name.

Public Involvement – Background Report and Draft Goals & Policies

Aaron Ray presented the portion of the PowerPoint covering public involvement.

The Public Involvement background report and draft goals and policies have been reviewed by internal subcommittees as well as the Technical Advisory Committee. Input from the Citizen Advisory Committee will be used for further refinement in preparation for a community summit, which will take place during the first quarter of 2016.

The name of this section changed from "Citizen Involvement" to "Public Involvement" based upon feedback from the Technical Advisory Committee.

The committee raised a question about the terms "residents," "citizens," and "public," and whether they are used interchangeably in the background reports. Staff explained that these terms refer to the same collection of people and that the language of the documents would be revised for consistency.

Staff discussed the structure and purpose of the Advisory Committee for Citizen Involvement (ACCI) and the Citizen Involvement Advisory Committee (CIAC) as well as how these groups fulfill state requirements for public involvement.

Hillsboro's demographics present unique challenges and opportunities when it comes to public involvement. Staff is focused on identifying ways to reach the public using their own language and through the communication methods with which they are familiar. Technology will be key in reaching different groups.

Staff discussed the challenges involved with finding people to serve on the ACCI and CIAC. The committee suggested considering the addition of a statement that addresses time constraints and meeting places to make serving on these committees more convenient. Staff will look for a way to incorporate this suggestion into the language of the existing policies.

The committee made reference to the policy that mentions youth engagement and stated that staff may want to consider adding a statement about the elder population and the population with disabilities and other special needs since these groups provide a valuable perspective on land use and services. Staff will look at revising the language of the policy.

The committee asked about the Public Engagement Committee mentioned in Policy 1.2. Staff explained that this was a key policy question and welcomed further input from the committee.

Attention was drawn to section 7.2.4 of the public involvement background report, which refers to civic hacking. The committee suggested that staff use another term, since "hacking" has a negative connotation. Staff agreed to revise the language.

Historic Resources – Background Report and Draft Goals & Policies

Debbie Raber presented the portion of the PowerPoint covering historic and cultural resources.

The Historic Landmarks Advisory Committee (HLAC) reviewed these goals and policies earlier this year and expressed the desire for historic resources to be handled separately from natural resources. The Technical Advisory Committee suggested including language that specifically addresses adaptive reuse.

The committee discussed adaptive reuse and how it can benefit the community while also preserving historic structures and resources. There was discussion of whether design standards could be applied to help integrate these resources into surrounding neighborhoods.

The discussion shifted towards the availability of technical assistance and resources for individuals wishing to preserve a historic structure. Staff discussed including these considerations as part of the implementation measures, noting that funding could be an obstacle.

The committee proposed splitting the lone goal into multiple goals that would cover different aspects of historic preservation.

A question was raised about the ongoing wayfinding process and how it applies to the discussion of historic resources. Staff described the wayfinding project and noted the emphasis on working with the Parks and Recreation Department and the HLAC regarding historic resources.

Library Services – Background Report and Draft Goals & Policies

Laura Weigel presented the portion of the PowerPoint covering library services.

The library services background report and goals and policies have been reviewed by the Library Board and the Technical Advisory Committee.

Staff discussed the location of the Hillsboro Main Library and the difficulty of reaching the library without a car, as bus service along that portion of Brookwood Parkway is limited. Future planning and library placement should make accessibility a key consideration.

The committee raised a question about the meaning of the language referring to non-library patrons and the need for services and support for these individuals. Staff referred to feedback from the Library Department about the need for training related to working with and addressing the needs of transient individuals who make use of the library. This issue will not be addressed through policy, but is something that the library will be implementing as part of its programming.

The committee also discussed the efficiencies that would be created by integrating the library system with the school district. Staff will revise policy language to address the colocation of libraries with parks and schools.

Upcoming Meeting Schedules and Topics

Upcoming meetings of the CAC include:

- November 19, 2015 (3rd Thursday due to Thanksgiving)
- December 10, 2015 (2nd Thursday due to winter holidays)
- January 28, 2016
- February 18, 2016 (3rd Thursday due to Chamber event)
- March 17, 2016 (3rd Thursday due to spring break)

Public Comment

No members of the public offered comment at the meeting.

Adjournment

With no additional business to consider, the CAC meeting was adjourned.